

## MINUTES ADOPTED BY THE CITY COUNCIL

Greenville, NC  
April 28, 2003

The Greenville City Council met in a regular meeting on the above date at 5:30 PM in the City Council Chambers, third floor of the Municipal Building, with Mayor Robert D. Parrott presiding. The meeting was called to order, followed by the invocation by Ms. Kim Lundy of Victory Campus Ministries and the pledge of allegiance to the flag. The following were present.

Mayor Robert D. Parrott  
Mayor Pro-Tem Ric Miller  
Council Member Mildred A. Council  
Council Member Ray Craft  
Council Member Pat Dunn  
Council Member Rose H. Glover  
Council Member Chip Little  
Marvin W. Davis, City Manager  
Wanda T. Elks, City Clerk  
David A. Holec, City Attorney

### APPROVAL OF AGENDA

Motion was made by Council Member Dunn and seconded by Council Member Little to approve the agenda as presented with the reversal of the order of the presentations. Motion carried unanimously.

### PRESENTATION OF THE PITT COUNTY/CITY OF GREENVILLE AIRPORT AUTHORITY FY 2003-2004 BUDGET

Mr. Jerry Powell, Chairman of the Pitt-Greenville Airport Authority, stated that the Airport is a facility that the City can be proud of.

Mr. Jim Turcotte, Airport Manager, stated that there are 1,000 acres of airport property, and the replacement cost is \$100,000. It generates adequate revenues to meet expenses, so for the 18<sup>th</sup> year, the Airport will be able to perform its function as a municipal facility without financial assistance from the City or County. As far as capital improvements, this is the fourth consecutive year where the airport will fully fund any local monies required. Even though it is not requesting funds for the Airport's \$3,835,255 projected FY 2003-2004 budget, Mr. Turcotte stated that if something devastating happens that impacts 60 percent of their revenue stream, they may have to request help; otherwise, it can remain self-sufficient. The new federally mandated stormwater fee will be approximately \$70,000 for the Airport.

## PRESENTATION OF THE CONVENTION AND VISITORS AUTHORITY FY 2003-2004 BUDGET

Ms. Debbie Vargas, Executive Director of the Convention and Visitors Authority, stated that there is a six cents occupancy tax that is charged by the 24 hotels. Three cents go to the debt service on the convention center, one cent goes to Exhibit Hall Managers, and two cents go to the Convention and Visitors Bureau to market Greenville as a place for business or pleasure. The recent months show hints of recovery in the tourism industry in Greenville. The proposed 2003-2004 budget was reviewed by the Convention and Visitors Authority Board and will be reviewed by the City Council and County Commissioners before the beginning of the fiscal year. The \$588,180 budget is balanced. To remain conservative, budget revenues have been projected with a 2.5 percent increase. The Convention and Visitors Authority has four full-time budgeted positions, which has been the same number since 1990. The Convention and Visitors Bureau and Exhibit Hall Managers will market Greenville together which will allow for more unified marketing and will maximize the use of advertising dollars. The bookings for the convention center have exceeded the expectations of Exhibit Hall Managers; however, they are concentrating on trying to book multi-day events. The proposed FY 2003-2004 budget has been approved by the Board.

Upon being asked why it has to be approved by the County Commissioners and the City Council, City Attorney Dave Holec informed the Council that the interlocal agreement relating to the convention center requires approval by the County also in order to comply with the requirements of the local acts concerning the occupancy tax.

## PRESENTATION OF SHEPPARD MEMORIAL LIBRARY FY 2003-2004 BUDGET

Mr. Willie Nelms, Director of Libraries, stated that the FY 2003-2004 library budget will not be considered by the Sheppard Memorial Library Board until May 21. The City of Greenville reduced the original request by \$29,835. This reduction can be expected to produce a \$14,851 reduction in funding from Pitt County, so the total reduction in the budget is \$44,686. On the revenue side, the budget will be balanced by greater use of fund balance (an additional \$10,411) and a larger projection of miscellaneous income (an additional \$2,000). On the expenditure side, the budget will be balanced by a reduction in part-time hours, and an adjustment to the original proposed budget will include a two percent market adjustment and a four percent adjustment in the total pay plan. This revision proposes a 1.6 percent market adjustment for employees and 1.5 percent for merit. Additionally, the operations portion of the budget is reduced by \$7,000 to balance the budget. At the present time, it is not known what the State legislature will do about state aid. The Sheppard Memorial Library budget is funded 2/3 by the City and 1/3 by the County.

After brief discussion about the method used to fund the library, staff was asked to look at a more formal basis of funding between the City and County.

## PRESENTATION OF GREENVILLE UTILITIES COMMISSION FY 2003-2004 BUDGET

Mr. Malcolm Green, General Manager of Greenville Utilities Commission, presented a balanced budget to the City Council.

### Electric Fund

Mr. Green explained that of the \$138,217,045 expenditures in the Electric Fund, \$109,912,000 will be used to buy electricity. On January a three percent increase in wholesale power went into effect, which did not get passed on to the customers. A 3.4 percent increase is expected to be passed on in the next budget year, which should get the Commission through 2007-2008 without another increase. The turnover to the City is projected to be \$3,426,165. There needs to be some upgrades in the delivery point. Staff is also looking at opportunities with fiber optic and e-commerce.

### Water Fund

Mr. Green stated that no water rate increases are being proposed for FY 2003-2004. Even though they have the full debt service of the water treatment plant, they have the growth of the plant and the ability to do off-system sales to allow them to not have rate increases. The budget for the Water Fund is \$10,850,950. The inter-basin rules will come into play with some communities. The property adjacent to the water treatment is being purchased by the City for use for the water treatment plant.

### Sewer Fund

Mr. Green stated that no sewer rate increases are being proposed for FY 2003-2004. The proposed budget for the Sewer Fund is \$11,447,966.

### Gas Fund

Mr. Green stated that no gas increase is projected for the Gas Fund. The turnover from this fund to the City is \$766,744 of the \$22,019,132 proposed budget.

General Manager Green concluded by stating that five new positions are being proposed in the FY 2003-2004 budget.

Upon being asked if there is any indication of what projection there will be for off-system sales for next year, Mr. Green responded that they have an agreement for 200,000 gallons for Winterville. If they use that for the full extent, that would be equivalent to a .6 to .7 percent increase. They can get water credits banked early for use later on.

Upon being asked if it would help if the Beat the Peak number was increased, Mr. Green responded that they are doing 1500 per year, which is all they can handle.

Upon being asked how much was allocated for stormwater, General Manager Green replied that it was in the \$50,000 to \$60,000 range.

Upon being asked if there is any possible decreased rate for persons having high electric bills, General Manager Green replied that sales in the West Greenville area tend to go up more in the winter; however rates are the same all over the City. Many of those homes have an electric furnace, which takes three times as much electricity as a heat pump, and a lot of the homes aren't

as solid. A test was conducted to see how much heat was needed, and it took three times as much heat to heat the house. Greenville Utilities is trying to get people to understand how to weatherize their home. There is an Energy Services Department that will tell the people how they can make their home more energy efficient. Staff is routinely on the radio encouraging that. Some mobile homes still come with electric furnaces. Mr. Green stated that he has talked with the Department of Energy about co-sponsoring a grant to upgrade the units to heat pump. There are some other ways.

Upon being asked if the Greenville Utilities Commissioners have approved this budget, Mr. Green responded that they have accepted it for public presentation. Typically approval would come after public input. They have recommended it to City Council.

Upon being asked how the amount of turnover is established, Mr. Green responded that it is done in the Charter.

Upon being asked what new positions are included in the budget, Mr. Green responded that they are a Water Treatment Plan Laboratory Technician, Engineering Coordinator for Electric, Meter Technician, GIS Coordinator, and Support Specialist in IT.

#### PRESENTATION OF CITY OF GREENVILLE FY 2003-2004 BUDGET

City Manager Davis stated that the proposed balanced budget has been reduced \$8 million from the original requests by the Departments. The budget focuses on the needs of a growing City. One of the critical needs is police and firefighters.

City Manager Davis summarized the FY 2003-04 budget summary, indicating that the proposed budget includes a two percent tax increase for eight patrol officers and one fraud investigator.

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#### MEMORANDUM

TO: Mayor and City Council

FROM: Marvin W. Davis, City Manager

DATE: April 23, 2003

SUBJECT: FY 2003-04 Budget Summary

We give summary and detailed budget information in different types of formats to answer questions from Council members. The following presents *summary* information as to what is included in the City Manager's recommended budget and what is not included or reduced in the budget, in bullet point form. This information summary is as follows:

#### City Council

- Included - Year contract with Ferguson Group - \$90,000
- Included - Board of Elections - \$45,000

### Fire Rescue

- Eliminated - Revenues from rescue runs in Pitt County EMS district - \$206,172
- Included - Revenues requested from Pitt County for servicing County EMS district – \$356,172
- Included - 6 new firefighter positions for EMS at station # 5
- Included - New EMS unit at Station # 5 funded by lease purchase
- Included - A replacement EMS unit funded through lease purchase
- Eliminated - Requested new positions; 12 firefighters for Station #6, 2 fire prevention positions, and 1 EMS position
- Not Included - Design for Station # 6 and limited training facilities behind it – anticipated to be budgeted later in the year when design proposals are received – reimbursed later when buildings financed
- Considerably Reduced - Uniforms
- Considerably Reduced – Supplies and materials
- Included - Matching grant funds for Homeland Security Grant - \$40,500

### Police

- Included - Funds for the joint drug task force
- Eliminated - Crime Analyst position
- Included - Position in IT for a police technology person to better address the changing technology needs of the Police Department
- Eliminated - Public Affairs Coordinator position
- Included - Uniformed Crime Prevention Officer, printed and other materials for increased crime prevention
- Substantially Reduced - Requested number of laptop computers for more officers with individual laptop computers – existing laptops upgraded and slight expansion
- Included - 14 replacement vehicles financed through lease purchase
- Substantially Reduced - Training
- Substantially Reduced – Supplies and materials
- Included - With new resources, 4 patrol officers as a unit concentrating and moving to different parts of the City to address problems; 4 uniformed officers added to patrol to service a growing city; 1 fraud investigator; uniforms, radios, equipment, etc. for new officers; 7 vehicles for these officers funded through lease purchase - \$562,604

### Technology

- Eliminated – Requested new positions in GIS, Web, Database and Support
- Included - Upgrade for computer mainframe - \$50,000
- Substantially Reduced - GIS development funds
- Included - Upgrade citywide computer networks

- Eliminated - Web development funds
- Included - Telephony over IP analysis
- Included – Keyfile software imaging system replacement for Police Department - \$65,000
- Substantially Reduced - Requested number of Police laptop computers funding for expanding number of officers with laptops - existing laptop upgraded and slight expansion - \$98,000
- Reduced - Computer requests for PC 's and technology applications from Departments requests – funded -\$422,000

#### Public Works

- Included - Stormwater as a separate utility fund
- Included - Transfer to stormwater utility fund from Powell Bill fund, the dollars previously devoted to work on stormwater/drainage as recommended by the Stormwater Advisory Committee - \$535,699
- Included - Planned positions in stormwater utility fund
- Eliminated - Requested new positions in the General Fund for refuse collectors, equipment operators and building inspector
- Included - 4 replacement refuse equipment pieces funded through lease purchase – \$465,153
- Powell Bill- Reduced-State Powell bill revenues projected down 7 %
  - Included -Use of \$668,321 of fund balance appropriated
  - Reduced - Street paving to \$470,000
  - Included - Terminus street construction in buyout areas adjacent to the Tar River
  - Included - Limited intersection improvements
- Included - Revenue from State for maintenance of state signals on computerized traffic system
- Included - Transfer from General Fund to Transit for bus system \$195,633
- Included - Grant funds for thoroughfare analysis
- Included - Grant funds for Greenway plan update
- Included - Funds to mow and maintain flood acquisition property-\$60,000

#### Recreation and Parks

- Eliminated – Requested new positions of equipment operator and maintenance position
- Substantially Reduced – Part-time help
- Not Included - Design for bulkhead maintenance and repairs anticipated to be budgeted later in the year when design proposals are received - reimbursed later when project finalized
- Included – Painting Eppes and Elm Street Gym
- Included – Park playground equipment replacement

### Planning and Community Development

- Included - Funds to print the updated comprehensive plan after adoption
- Eliminated - New positions request of Economic Development and Planner I
- Included- Grant match for redevelopment grants-\$10,000
- Included - Preparation of the redevelopment plan - \$125,000
- Included – Funds for demolition and cutting of overgrown lots - \$80,000
- Included - Downtown facade grants
- Included – Streetscape improvements - \$50,000

### City Clerk, City Attorney, City Manager

- Eliminated - Capital funds for cablecast equipment
- Transferred - Police Attorney to City Attorney's budget
- Reduced - Advertising cost for the City Page
- Included - Printing costs for Citizen's Handbook and other publications

### Financial Services

- Included – Contract fee for Pitt County tax collections
- Eliminated - Requested new positions of Accounting Tech II, Financial Analyst and Clerk
- Eliminated - Service fee study

### Capital Improvements

- Included - Funds to Capital Reserve for the 10th Street Connector - \$291,000
- Included – Roof replacement for Carver Library and Gardner Training Center
- Included – Scheduled rotation resurfacing of existing tennis courts

### Overall budget

- Increased - Lease purchasing financing was used more than last year due to present favorable interest rates for capital equipment by \$533,272
- Reduced - Overall operating costs of all Departments
- Reduced – Sheppard Memorial Library request to \$857,402
- Included - Market and merit adjustment as recommended by joint City/GUC Committee and Boards
- Included - Anticipated hospitalization costs increase
- Ad Valorem Taxes - Projected growth of 2.6% and 2¢ for increased police officer positions, equipment and vehicles
- Retail Sales - 2 % growth over current year projections
- Cemetery Lots and Grave Openings - Increased \$450 to \$550 and \$350 to \$400

/jat

cc: Department Heads

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City Manager Davis stated that this budget is presented to the Council based on the goals of the Council, the management needs of the departments and the critical needs of the City.

Council Member Glover expressed concern about the budget not being based on growth in revenues instead of taxes. One of Council's goals was to make sure that the City is concerned about crime, and this budget does not necessarily do that. She asked if staff has really looked at redirecting police personnel that it already has. Council Member Glover asked the City Manager for a budget without a tax increase that provides the same services.

City Manager Davis stated that it is often perceived that there are police officers not doing anything but clerical work, which is not the case. Reorganization has been taking place, which is an efficiency measure.

ADJOURN

Motion was made by Council Member Craft and seconded by Council Member Dunn to adjourn the meeting at 7:40 p.m. Motion carried unanimously.

Respectfully submitted,

Wanda T. Elks, CMC  
City Clerk